

STEUBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, September 12, 2023

9:00 a.m.

Legislative Chambers, 3rd Floor, Annex Building, Bath, New York

This meeting may also be accessed via Zoom teleconference at:

<https://steubencountynygov.zoom.us/j/84719052630?pwd=ZzZiZWpGbUtaSktHZHBmWmxHVm1mUT09>

Or by dialing +1 646 558 8656 US (New York)

Meeting ID: 847 1905 2630

Password: 53171183

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [August 8, 2023](#) and [August 28, 2023](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

A. Personnel (*Nate Alderman/Jennifer DeMonstoy*)

1. **Public Defender**

a. *Request to Create One (1) Senior Typist Position, CSEA Grade F (\$35,736 - \$52,861)*

2. **District Attorney**

a. *Appoint a Part-Time Investigator above Mid-Point of Management Grade F, Step 12 (PT rate = \$35,504)*

3. **Office for the Aging**

a. *Request to Create One (1) Account Clerk-Typist Position, CSEA Grade D (\$32,414 - \$47,947)*

4. **Information Technology**

a. *Reclassify One (1) Filled Computer Programmer, CSEA Grade K (\$45,609 - \$67,466) to Computer Systems Analyst, CSEA Grade N (\$52,798 - \$78,100)*

B. County Manager (*Jack Wheeler/Chris Brewer*)

1. **Executive Session Pursuant to Public Officers' Law, Article 7§ 105.1.D – Potential Litigation and Article 7§ 105.1.F – Personnel Matters**

V. OTHER BUSINESS

VI. ADJOURNMENT

Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4th Monday of each month at 10:00 a.m., unless otherwise noted on the Legislative Calendar. If you have an issue you wish to discuss with a Standing Committee, you must receive the permission of the Chairman of the Standing Committee prior to that meeting and be placed on the agenda.

If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at (607) 664-2247 at least 48 hours prior to the scheduled meeting to advise what accommodations will be necessary.